



Arizona Medical Board

9545 East Doubletree Ranch Road • Scottsdale, Arizona 85258

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FINAL MINUTES FOR SPECIAL MEETING Held at 9:00 a.m. on November 20, 2004 9535 E. Doubletree Ranch Road - Scottsdale, Arizona

Board Members

Edward J. Schwager, M.D., Chair
Sharon B. Megdal, Ph.D., Vice Chair
Robert P. Goldfarb, M.D., Secretary
Patrick N. Connell, M.D.
Ingrid E. Haas, M.D.
Tim B. Hunter, M.D.
Becky Jordan
Ram R. Krishna, M.D.
Douglas D. Lee, M.D.
William R. Martin III, M.D.
Dona Pardo, Ph.D., R.N.
Chris Wertheim

Board Counsel

Christine Cassetta, Assistant Attorney General

Staff

Cherie Pennington, Director of Human Resources
Gary Oglesby, Chief Information Officer

CALL TO ORDER

Edward J. Schwager, M.D., Chair, called the meeting to order at 9:05 a.m.

ROLL CALL

The following Board Members were present: Edward J. Schwager, M.D., Sharon B. Megdal, Ph.D., Robert P. Goldfarb, M.D., Patrick N. Connell, M.D., Ingrid E. Haas, M.D., Tim B. Hunter, M.D., Becky Jordan, Ram R. Krishna, M.D., Douglas D. Lee, M.D., Dona Pardo, Ph.D., R.N. and Chris Wertheim. The following Board Member was absent: William R. Martin, III, M.D.

CALL TO THE PUBLIC

No one was present for the call to public.

NON-TIME SPECIFIC ITEMS

Interview and Offer Process and Procedures

Edward J. Schwager, M.D., stated that the Hiring Committee, chaired by Sharon B. Megdal, Ph.D., with assistance from Arizona Department of Administration, reviewed several resumes and selected four final candidates to interview for the Executive Director position. Dr. Schwager acknowledged and thanked Dr. Megdal for her work and efforts in chairing the Hiring Committee.

Dr. Schwager reviewed the process for interviewing the final candidates. He stated that all interviews would take place in Executive Session, the same interview questions will be asked of each candidate and Board Members will have the opportunity to discuss the pros and cons of each candidate while in Executive Session.

NON-TIME SPECIFIC ITEMS - CONTINUED

Upon returning to Open Session, Board Members will make a choice of whom they would like to extend a job offer to and initiate negotiations, which can be delegated to a member of the Board. Dr. Schwager also stated that each candidate has had the appropriate background and reference checks.

Sharon B. Megdal, Ph.D., stated that along with Patrick N. Connell, M.D., Ingrid E. Haas, M.D., and Dr. Schwager, Albert Ray Tuttle, P.A.-C, Chairman of the Arizona Regulatory Board of Physician Assistants, was also part of the Hiring Committee. P.A. Tuttle was unable to attend this meeting, due to a scheduling conflict. Dr. Megdal also reiterated that each Board Member has been provided a list of established questions and each candidate must be asked the same questions.

MOTION: Sharon B. Megdal, Ph.D. moved to go into Executive Session at 9:12 a.m.

SECONDED: Robert P. Goldfarb, M.D.

VOTE: 11-yay, 0-nay, 0-abstain/recuse, 1-absent

MOTION PASSED.

The Board returned to Open Session at 3:30 p.m.

Selection of Executive Director

MOTION: Robert P. Goldfarb, M.D., moved that the Chair extend a job offer for the position as the Executive Director of the Arizona Medical Board to candidate number one, Mr. Timothy Miller; candidate number two, Mr. Michael Kerns.

SECONDED: Ram R. Krishna, M.D.

VOTE: 11-yay, 0-nay, 0-abstain/recuse, 1-absent

MOTION PASSED.

Appointment of Acting Executive Director

Edward J. Schwager, M.D., stated that the last official day of Barry A. Cassidy, Ph.D., P.A.-C, as Executive Director is November 30, 2004. In the event that the newly appointed Executive Director cannot assume the position on or before that date, the Board may need to appoint an Acting Executive Director. Dr. Krishna asked if there was anyone within the agency that could fill this role. Dr. Schwager noted that the Governor's Office had offered to assist the Board in locating an Acting Executive Director. Sharon B. Megdal, Ph.D., suggested that the Chair include in the negotiations that the newly appointed Executive Director begin no later than December 1, 2004, if at all possible. Dr. Schwager stated that the next regularly scheduled Board Meeting is scheduled to begin on December 1, 2004 and this issue has been added to the agenda to discuss at that time, if required. Dr. Megdal also stated that a telephonic meeting could be arranged if this issue needs to be discussed prior to December 1, 2004.

Meeting adjourned at 3:36 p.m.

[seal]

Timothy C. Miller, J.D., Executive Director